

Jim Doyle  
Governor

**WISCONSIN DEPARTMENT OF  
REGULATION & LICENSING**



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**OCCUPATIONAL THERAPISTS AFFILIATED CREDENTIALING BOARD**

**Room 179A, 1400 East Washington Avenue, Madison**

**Contact: Tom Ryan (608) 266-8098**

**March 29, 2005**

**9:00 A.M.**

**OPEN SESSION – CALL TO ORDER – ROLL CALL**

Approval of Agenda

A. Approval of Minutes from October 26, 2004

Election of Officers

Appointments to committee, liaison and panel posts

B. Administrative Report

- Budget update
- Travel policies
- Hotel policy

Presentation of proposed stipulations that may be received in the bureau after mailing of the agenda

C. Update on status of oral exam question reviews – Gail Pizarro, Ph.D.

D. ACOTE Standards Surveys – Board review for comments – Barbara Showers, Ph.D.

E. Informational Items

**CONVENE TO CLOSED SESSION** to deliberate on cases following hearing (Wis. Stat. § 19.85 (1) (a)); consider closing disciplinary investigation with administrative warning (Wis. Stat. § 19.85 (1) (b), and Wis. Stat. § 440.205); consider individual histories or disciplinary data (Wis. Stat. § 19.85 (1) (f)); and to confer with legal counsel (Wis. Stat. § 19.85 (1) (g))

Oral Examinations of 3 OT/OTA candidates for licensure – 10:30 a.m.

F. Administrative Warning in case number 01 OTB 002 – Case Advisor – Cindy Erb – (Attorney David Hart)

Deliberation of proposed stipulation(s) received in the bureau after mailing of the agenda

Deliberation of proposed administrative warning(s) received in the bureau after mailing of the agenda

Division of Enforcement – Case Status Report/Case Closings

Examination Issues

Application Issues

**RECONVENE INTO OPEN SESSION IMMEDIATELY FOLLOWING CLOSED SESSION**

ACOTE Standards Surveys – Board review for comments – Barbara Showers, Ph.D. (continued)

Voting on items deliberated or considered in closed session

**ADJOURNMENT**

**CLOSED SESSION** – Meeting of Screening Panel – Judith Ficks, Cindy Erb, Deb McKernan-Ace

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MEETINGS AND HEARINGS ARE OPEN TO THE PUBLIC UNLESS OTHERWISE NOTED. IF A BOARD ADJOURNS TO CLOSED SESSION, RECONVENES IN OPEN SESSION TO VOTE ON ITEMS CONSIDERED IN CLOSED SESSION, AND DURING VOTING DETERMINES THAT ADDITIONAL DELIBERATIONS ARE NECESSARY FOR VOTING, THE BOARD MAY ADJOURN TO CLOSED SESSION TO CONTINUE DELIBERATIONS AND THEN RECONVENE INTO OPEN SESSION FOR VOTING.

Meetings and hearings may be cancelled without notice. Times listed for meeting items are approximate and depend on the length of discussion and voting. The board may also consider in closed session, stipulations filed after the printing of this notice. Meetings may be confirmed by a telephone call to the listed contact person. Examinations are open only to authorized candidates. Times listed for the commencement of disciplinary hearings may be changed by the examiner for the convenience of the parties. All meetings are held at 1400 East Washington Avenue, Madison, Wisconsin, unless otherwise noted. For a complete copy of the board's agenda, contact the board

listed above. Interpreters for the hearing impaired provided on request. Contact the Affirmative Action Officer, (608) 266-2112.